

WANT TO FIND OUT IF AN INDIVIDUAL IS IN THE MILITARY?  
SIGN UP FOR THIS NEW WEB TOOL

This new Internet tool will allow authorized individuals (subject to approval) to use the Defense Manpower Data Center's (DMDC) Military Verification service to verify if someone is in the military. The Service Members Civil Relief Act (SCRA) web site will tell you if the person is currently serving in the military. DMDC has developed this web site to enable their customers to perform the check of a person's military status themselves. An additional benefit is that the site is available on a 24-hour basis. When you perform a check at this site, you will obtain written documentation that the individual is in the military and it will contain the Department of Defense seal and a signature. In order to gain access, you will need to identify all employees (use the attached form, on page 2) who will be doing these checks and complete the form by typing all the required information for

each person on the form. DMDC will also need a requesting letter accompanying the form on your Company Letterhead that also states your company and the individuals on the attached sheet with accounts will not use this information for any other reason than SCRA searches.

The forms asks for:

- Company name and address
- FAX and telephone numbers
- Full name with middle initial of employees performing checks
- E-mail of employees performing checks
- Phone numbers of employees performing checks
- Mother's maiden name of employees performing check

This information above can be **faxed to 703-696-4156 or email to DMDC, Military Verification, 1600 Wilson Blvd., Suite 400, Arlington VA 22209**. Details on how to use the site and the pertinent Information will be provided via e-mail and on the introductory screen of the site.

If you find the web site does not satisfy your needs, please contact the Military Verification Office at 703 696-5790 and they will explore other options with you.

**DMDC MILITARY VERIFICATION WEB APPLICATION**

**Company Name:**\_\_\_\_\_

**Address:**\_\_\_\_\_

**Telephone:**\_\_\_\_\_

**Fax:**\_\_\_\_\_

**Person/Persons Requesting Accounts**

<b>Last Name</b>	<b>First Name</b>	<b>Middle Initial</b>	<b>Email</b>	<b>Telephone Number</b>	<b>Mother's Maiden Name</b>